



Application for Issue of PNG Flight Crew Licence (including Validation Permits)- Foreign Pilot Licence Holders Only

Notes for applicants

1. Use a separate form for aeroplane, or helicopter licence or Validation Permits. (See AC 61-1 for further information)
2. A completed Fit and Proper Person Questionnaire form CAA FPP1 is required with this application.
3. **Aviation English Language Proficiency Assessment Credit** - Mandatory in PNG after 01 January 2016
4. The individual licence holders who wish to have their licence details verified and released to the CASA PNG should submit the [appropriate verification authorisation form](#) together with the associated fee to the foreign Authority who issued their foreign licence.
5. CASA will not accept a foreign licence issued by States NOT listed under CAR Part 61.13(a). Applications submitted with such foreign licences will be rejected. In such instances the Operator or Employer should write directly to the Director seeking an Acceptance of the licence and obtain evidence of acceptance of such licence from the Director.

1. Personal Details

CASA PNG Client / Licence Number (if known)				Date of Birth (dd/mm/yy)					
Title (Mr/Mrs/Ms/Miss)			Last Name						
Given Name(s)									
Country of Birth				Nationality					
Address for Service - Civil Aviation Act, s48, requires applicants to provide an address for service in PNG (i.e. a physical address) and to promptly notify the Director of any changes.									
Tel					Mob				
Fax					Email				
Postal Address (if different from Address for Service)									
Tel					Mob				
Fax					Email				

2. Papua New Guinea Licence applied for

Please tick appropriate boxes.	Aeroplane <input type="checkbox"/>	Helicopter <input type="checkbox"/>	Other eg. Validation Permit <input type="checkbox"/>
	If Other, please specify		
	Private Pilot (PPL) <input type="checkbox"/>	Commercial Pilot (CPL) <input type="checkbox"/>	Airline Transport Pilot (ATPL) <input type="checkbox"/>

CAA USE ONLY

Receipt No.	Receipt Date	W/R No.

Name _____

3. Fees

Fees: (\$Kina-incl VAT) PPL- \$110.00 CPL- \$330.00 ATPL- \$330.00 Instrument Ratings \$330.00 Validation Permit \$330.00																				
	Licence or VP Issue Fee	\$																		
	Rating Issue Fee	\$																		
	Total fee	\$																		
	Name on CASA Receipt																			
	CASA Cash Receipt Number																			

Unless the full fees are paid, applications will not be processed. All payments are made in **CASH** with the CASA HQ Cashier.

4. Declaration

<i>The provision of false information or failure to disclose information relevant to the grant or holding of an aviation document constitutes an offence under Section 283 of the Civil Aviation Act 2000 (as amended) and is subject, in the case of an individual, to imprisonment for a term not exceeding 12 months or to a fine not exceeding K\$25,000 or both.</i>	I declare that to the best of my knowledge and belief the statements made and the information supplied in this application and the attachments are complete and correct.		
	Consent to Disclosure I authorise the collection by the Director of Civil Aviation or his delegate (hereinafter referred to as "the Director") from, and the disclosure to the Director by, any person, organisation or government department of any details of my knowledge & compliance with transport safety regulatory requirements. I authorise the Director to use, and disclose, the information obtained about me for any purpose under the Civil Aviation Act 2000(as amended), or other such purpose permitted by law.		
Applicant's Signature		Date	

5. Applicant's Check List – please allow 10 working days from date of receipt for processing application

Please ensure all documents are enclosed. Applications which are incomplete or lacking any required documents will be returned.	1. Confirm that the foreign licence is from a foreign State "listed" in PNG CAR Part 61.13(a)-Note 4	<input type="checkbox"/>
	2. Covering Letter from Operator/Company/Employer demonstrating 'need')	<input type="checkbox"/>
	3. Copy of current overseas flight crew licence (including FRTO rating/licence)	<input type="checkbox"/>
	4. Copy of current appropriate overseas medical certificate (PPL or VP)	<input type="checkbox"/>
	5. Copy of PNG Class 1 medical certificate (CPL, ATPL)	<input type="checkbox"/>
	6. Copy of completed PNG BFR and flight experience summary (PPL)	<input type="checkbox"/>
	7. Copy of PNG flight test report and flight experience summary (CPL, ATPL)	<input type="checkbox"/>
	8. Copy of English Language Proficiency assessment (refer pg 1-Note 2) (CPL, ATPL)	<input type="checkbox"/>
	9. Complete Fit and Proper Persons form CAA FPP1	<input type="checkbox"/>
	10. Fees paid	<input type="checkbox"/>
	11. Copies of logbook indicating recent flight experience for the last 90 days	<input type="checkbox"/>
	12. Verification sent to the foreign Authority (see pg 1-Note 3)	<input type="checkbox"/>

Submit this form to:
Civil Aviation Safety Authority of Papua New Guinea, Personnel Licensing Branch,
P.O.BOX 1941, Boroko, NCD, Papua New Guinea
Please allow 10 working days from date of receipt for processing application